

**ENLISTED VACANCY ANNOUNCEMENT
FOR ASSIGNMENT AT THE 147th RECONNAISSANCE WING
TEXAS AIR NATIONAL GUARD**

POSITION: 0977619, Safety Superintendent

ANNOUNCEMENT No: 147-16-33

LOCATION: 147th Reconnaissance Wing
Ellington Joint Reserve Base
Houston, Texas 77034

OPENING DATE: 2 March 2016

AFSC: 1S0X1, 2W071, 2W171

GRADE: MSgt/E7 NTE SMSgt/E8

CLOSING DATE 17 Mar 2016

AREA OF CONSIDERATION: NATIONWIDE.

POSITION SELECTION CONDITIONS: The authorized grade for this position is Promotable MSgt/E7 to SMSgt/E-8. Meeting minimum eligibility criteria only indicates that a member can be considered eligible for the position. This is a part time/traditional position. **Qualified applicants will have completed SNCOA prior to the closing date of this announcement.**

***** SEE REVERSE FOR SUMMARY OF MINIMUM POSITION *** QUALIFICATIONS**

HOW TO APPLY:

1. Submit a letter of introduction
2. Commander's endorsement memorandum (See link @ TXMF Jobs Air Traditional main page)
3. Military Record of Individual Personnel (RIP) (MILPDS generated)
4. Military Biography – Limited to 2 pages (IAW AFH 33-337, The Tongue and Quill p. 243-245)
5. Targeted Resume (IAW AFH 33-337, The Tongue and Quill p. 247-257)
6. Personal letter of intent outlining career goals and objectives
7. Individual Fitness Assessment History
8. Letters of recommendation may be included

Moving expenses are not approved for this position

PERSONAL INTERVIEWS: Applicants must be available for an interview, in person preferred. Applications will be reviewed and qualified applicants will be notified to meet the selection board. Applicants will be notified by phone or mail of interview time and place. Payment for travel **IS NOT AUTHORIZED**

NOTE: All applicants will receive consideration for this position without regard to race, religion, color, national origin, sex, and other non-merit factors.

SAFETY

(Changed 31 Oct 13, Effective 12 Apr 13)

1. Specialty Summary. Manages and conducts safety programs. Plans, organizes, directs, and controls safety activities. Analyzes mishap causes and trends, and assesses risk. Evaluates, inspects, and surveys areas and activities to eliminate mishap potentials. Conducts mishap investigations. Provides risk management consultation. Conducts safety education. Related DoD Occupational Subgroup: 149300.

2. Duties and Responsibilities:

2.1. Plans, organizes, and directs safety activities. Develops policies and procedures for implementing and evaluating safety programs. Coordinates with staff activities and operational sections to ensure safety requirements are integrated into the organization program. Maintains close liaison with federal, state, municipal, and private agencies sharing common safety concerns. Establishes work priorities and maintains systems to effect accomplishment of program processes. Arranges for group meetings or individual instruction through coordination with commanders and supervisors.

2.2. Conducts and assists in managing safety programs. Evaluates safety program effectiveness. Coordinates with agencies and staff activities on safety related matters. Prepares and conducts briefings, meetings, training classes, and associated functions. Determines

safety education requirements for groups or individuals. Develops training plans to ensure worker qualification and training. Prepares and conducts training programs for collateral duty safety personnel.

2.3. Performs inspections, surveys, and program evaluations of areas and operations to identify mishap potentials and assess integration of risk management approach, safety equipment, and procedures. Performs periodic and special inspections of facilities, flightlines, maintenance, and industrial areas; missile launch complexes and support functions; munitions facilities and operations; and non-industrial and recreational areas. Reports findings, assigns risk assessment codes, recommends corrective actions, and conducts follow-up inspections. Participates in Hazardous Communication, Environmental Compliance Assessment Management Program, and other environmental programs. Reviews explosives quantity distance waivers and deviations, and processes hazardous air traffic reports.

2.4. Reviews purchase, service, and construction contracts. Prepares safety criteria. Reviews contract proposals, statements of work, local purchase orders, and work requests for inclusion of safety criteria. Participates in workload planning and preconstruction conferences, pre and post award meetings, and pre and final inspections.

2.5. Reviews engineering plans and drawings. Reviews base master plans and site plans affecting construction, airfield, and explosive safety criteria. Recommends revision in drawing or rearranging materials.

2.6. Performs and assists in mishap investigations, prepares reports, and maintains records. Gathers factual mishap data, identifies causes, and recommends corrective actions to prevent recurrence of a similar mishap. Maintains a follow-up system.

2.7. Analyzes mishap data. Performs trend analysis and recommends measures to correct unfavorable conditions or procedures.

2.8. Provides safety consultation to commanders, supervisors, and functional managers on technical directives, safety criteria, and operational techniques.

2.9. Conducts safety education. Performs or assists in planning and scheduling safety education programs. Prepares or assists in preparing and distributing safety promotional and informative materials.

3. Specialty Qualifications:

3.1. Knowledge. Knowledge is mandatory of fundamentals of safety education, public speaking, mishap prevention, human factors, industrial hygiene principles, industrial safety criteria, risk management, blueprint interpretation, mishap investigation techniques, methods of obtaining and distributing safety education materials, missile maintenance and servicing techniques, and the application of data automation to the safety function.

3.2. Education. For entry into this specialty, completion of high school or general educational development equivalency is mandatory.

3.3. Training. For award of AFSC 1S031, completion of a basic safety course is mandatory.

3.4. Experience. The following experience is mandatory for award of the AFSC indicated:

3.4.1. 1S051. Qualification in and possession of AFSC 1S031. Also, experience in functions such as conducting safety programs, assisting in performing inspections and investigations, training principles, or risk assessment techniques.

75

AFECD, 30 April 2015

3.4.2. 1S071. Qualification in and possession of AFSC 1S051. Also, experience performing or supervising functions related to safety activities.

3.4.3. 1S091. Qualification in and possession of AFSC 1S071. Also, experience managing safety activities and functions.

3.5. Other. The following are mandatory as indicated:

3.5.1. For entry into this specialty:

3.5.1.1. Prior qualification at the 5-skill level (3-skill level if no 5 level exists) in any AFSC.

3.5.1.2. Must possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, *Vehicle Operations*.

3.5.1.3. Ability to speak English clearly and distinctly IAW the Read Aloud Test (RAT) referenced in AFJI 36-2018, *Medical Examination of Applicants for United States Service Academies, Reserve Officer Training Corps (ROTC) Scholarship Programs, Including Two and Three-Year College Scholarship Programs (CSP), and the Uniformed Services University of Health Sciences (USUHS)*.

3.5.1.4. Must complete A 10 duty-day assessment period with the local Safety Office, on condition that travel to the local safety office does not require TDY funding, and have a memorandum/recommendation letter from the Ground Safety Manager, or designated representative, summarizing assessment activities. (*Note*: Non Mandatory requirement for AFRC and ANG Installation Safety Offices).

3.5.1.5. Ability to communicate effectively in writing.

3.5.1.6. Recommendation by unit commander.

3.5.1.7. See attachment 4 for additional entry requirements.

3.5.2. For entry, award, and retention of these AFSCs:

3.5.2.1. Normal color vision as defined in AFI 48-123, *Medical Examinations and Standards*.

3.5.2.2. Never been convicted by a general, special, or summary courts-martial.

3.5.2.3. Freedom from fear of heights (Acrophobia).

3.5.2.4. No history of emotional instability, personality disorder, or other unresolved mental health problems.

3.5.2.5. No record of claustrophobia or claustrophobic tendencies.

3.5.2.6. No medical conditions preventing prolonged standing, repetitive movements, walking up to one mile, or walking up and down stairs.

3.5.2.7. Must maintain local network access IAW AFMANs 33-152, *User Responsibilities and Guidance for Information Systems* and 33-282, *Computer Security*.

4. Remarks:

4.1. All applicants will receive consideration for this position without regard to race, religion, color, national origin, sex, political affiliation, kinship, and other non-merit factors.

4.2. Trainees will be accepted.

All questions regarding this announcement should be directed to Maj Howard M. Gorberg at commercial (281) 929-2223 or DSN 454-2223

SUBMIT APPLICATIONS TO: 147 RW/FSMD
MSgt Lisa M. Allen
14657 Sneider St.
Houston TX, 77034-5886